MICHIGAN'S PARTNERSHIP FOR DELIVERY OF EDUCATION SERVICES

2006-2007

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INTRODUCTION

BACKGROUND

In 2004, a State Board of Education (SBE) subcommittee was formed to analyze (1) legislative initiatives pertaining to Michigan's 57 ISDs, and (2) the need to build capacity through partnership development. The initial outcome is to help inform the thinking of the parties and identify opportunities for more effective collaboration in the future. The overarching goal of this initiative was built upon a mutual commitment to increase student achievement for all children. It was also built upon the recognition that no single educational entity has the capacity to do it all.

A plan of action was provided to the Board in June of 2004; foremost in the plan was to request that the Michigan Association of Intermediate School Administrators (MAISA) work with the Board and MDE on this initiative. As a result, members of the MAISA Programs and Services Committee – St. Joseph County ISD, Saginaw ISD, Oakland Schools, Wayne RESA, and Macomb ISD – agreed to work with the State Board and MDE. The Michigan Association for Supervision and Curriculum Development (MASCD) and the Michigan Association of School Boards (MASB) also agreed to participate. This subcommittee determined that the initial charge should focus on the need to:

(1) clarify and define roles and responsibilities;
(2) determine where a formal or informal relationship is necessary;
(3) have a system and network in place;
(4) define expectations for ISDs, MDE, the Legislature and other state agencies;
(5) eliminate redundancies; and
(6) build on successful processes already in place between MAISA and MDE.

As a result, a Partnership Matrix was developed with the expectation that it be a "living" document that continues to identify the myriad ways the MDE and ISDs are working collaboratively to leverage their limited resources and effectively support student achievement. The group agreed to continue to meet to review and update the Matrix, and bring it back to their respective constituencies for further discussion and implementation. The Matrix has been presented to and discussed with the State Board, MAISA and MASB on several occasions. The content and format are being used in a variety of ways by the ISDs, including structuring an entire ISD Strategic Plan around the Matrix and adding additional columns to review what the ISD is currently doing in each of the areas.

WHAT THE MATRIX IS

The Matrix provides an opportunity to work collaboratively on policy development, implementation strategies, and capacity building and is intended to be used as a:

- collective description of services that can be provided by MDE and the ISDs;
- tool for ISDs to facilitate internal reflection on use and allocation of their resources;
- roadmap of what the partners can do; and
- service directory that helps to clarify roles among the partners, identify joint recommendations and areas for a common agenda.

WHAT THE MATRIX IS NOT
The Matrix is not intended to serve as an accountability tool for the State Board, MDE, ISDs or local boards of education. Because of the diversity of ISDs and the diverse needs of their constituent local districts, it is not a check list of what every ISD must provide.

FORMAT
The columns reflect legal authority and roles of the partners - Authority (federal/state), MDE Role (interpret, establish, regulate), MDE/ISD Roles (collaborate, operationalize), ISD Role (deploy, support) and LEA/PSA Role (implement).

The seven (7) major partnership areas are:

1) Teaching for Learning (to improve student achievement for all learners and close the achievement gap for all sub-groups);
2) Specialized Student Services (to meet the specific needs of learners);
3) Early Childhood/Great Start (to ensure a Great Start for every child - safe, healthy and eager to succeed in school and in life);
4) Administrative Services (to provide administrative services that promote quality, efficiency and cost containment);
5) Partnership Development (to build strong and supportive community partnerships around our schools and students);
6) Technology Services (to ensure all students and staff have access to technology as a learning, management and communications tool); and
7) Customized Services (to meet the specific and unique needs as requested by the communities served).

(NOTE: The LEA/PSA Role column is intentionally left blank to provide the opportunity for ISDs to work with LEAs to identify specific needs.)

SUBCOMMITTEE MEMBERS
State Board of Education
        Elizabeth Bauer
        Carolyn Curtin
        Kathy Straus
        Reginald Turner
ISD/RESA Partners
        Dan Austin, Oakland
        Bruce Barrett, Wayne
        Ted Gardella, Saginaw
        Gayle Green, Macomb
        Jay Newman, St. Joseph County (co-chair)
        Dodie Raycraft, St. Joseph County
        Bernie Stankewicz, St. Joseph County
MAISA Partner – Jon Tomlanovich
MASB Partner – Tony Derezinski
MASCD Partner – Olga Moir
MDE Staff

Lindy Buch	Charlene Merrick	Yvonne Caamal Canul
Bob Morris	Mary Ann Chartrand	Cheryl Poole
Frank Ciloski	Catherine Smith	Carol Easlick
Jacque Thompson	Flora Jenkins	Betty Underwood
Elaine Madigan	Carol Wolenberg (co-chair)	

The ISDs/RESAs and MDE agree that it is critical to work together in partnership to provide quality education services for children and families.

(To improve student achievement for all learners and close the achievement gap for all sub-groups.)

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*

Authority Level: State, Federal, SBE Policy
 	
Regulation: ESEA (Titles I, II, V; Bilingual), EdYES!
 	
Revised School Code
380.627
380.1204a
380.1233
380.1233b
380.1277
380.1278
380.1526 – 380.1527
380.1531
 	
Administrative Rules
NA
 	
State Board of Education Policies
*Ensuring Excellent Educators (adopted 4/02)
*Learning Expectations (adopted 6/02)
*Elevating Educational Leadership (adopted 9/02)
Revision of the Mi Curriculum Framework (approved 6/02)
SBE Strategic Goal
	A. School Improvement
	✓ *Interpret statutory mandates*
	✓ *Provide technical assistance to schools receiving Title I funds*
	✓ *Establish Michigan Curriculum Framework and Grade Level Content Expectations (GLCEs), Extended Grade Level Content Expectations (EGLCE) and High School Content Expectations and products to improve Teaching for Learning*
	✓ *Provide process for reporting compliance with ESEA*
	✓ *Establish accountability system*
	✓ *Develop/revise school improvement framework*
	✓ *ID high priority schools*
	✓ *Establish compliance regulations, allocate funds for support*
	✓ *Provide data on and support for high priority schools*
		A. School Improvement
		✓ *Collaboratively develop and disseminate GLCEs, EGLCEs, and all companion documents*
		✓ *Coordinate distribution and implementation of the High School Content Expectations and other high school redesign initiatives*
		✓ *Support districts in meeting new High School Graduation Requirements*
		✓ *Develop/revise the school improvement framework (SIF), including the performance indicators*
		✓ *Continue the refinement and development of Education Yes!*
		✓ *Develop school improvement models*
		  • *Curriculum development and support*
		✓ *Network to share promising practices*
		✓ *Coordinate statewide school improvement conferences*
		✓ *Develop resources*
		  • *Mi-Map*
		  • *On-line school improvement portal*
		  • *SIF tools for implementation*
		✓ *SIF rubrics*
		✓ *Collaborate with Office of School Improvement Field Services staff and ISD assistance teams*
			A. School Improvement
			✓ *Create training model and materials for dissemination and implementation of the GLCEs, EGLCEs, and the High School Content Expectations*
			✓ *Support districts in meeting the new High School Graduation Requirements*
			✓ *Clarify and support LEA self-assessment through training and access to resources*
			✓ *Train and facilitate local adoption of school improvement model and process*
			✓ *Provide technical assistance to school improvement teams in the areas of:*
			  • *Leadership*
			  • *Teaching for Learning*
			  • *Personnel and Professional Learning*
			  • *School and Community Relations*
			  • *Data and Information Management*
			  • *data knowledge and management*
			  • *goal setting*
			  • *implementing and monitoring the school improvement process*
			  • *providing feedback on initiatives*	

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
State Board of Education (SBE) Policies (cont'd) *Michigan Definition for Identifying Highly QualifiedTeachers (approved 4/03) *Coordinated School Health Programs to Support Academic Achievement and Healthy Schools (adopted 9/03) *Quality Character Education (adopted 6/04) *Creating Effective Learning Environments (adopted 12/00) *Family Involvement Policy (adopted 5/97) *Statewide Safe School Choice Policy (adopted 4/03) *Safe Schools (adopted 5/00) *Bullying (adopted 7/01) Statement Supporting International Education (adopted 10/04) *Include All Students in the Michigan Educational Assessment System (adopted 10/01) *Testing of Michigan Limited English Proficient Students (adopted 2/03)	**B. Professional Learning** ✓ *Serve as a clearinghouse by providing guidelines, preservice and inservice programs and allocation of funds for professional learning in the areas of curriculum, instruction, and assessment and understanding state and federal regulations* *Preservice:* ✓ *Establish standards for educator preparation programs* ✓ *Review preparation programs for compliance with SBE standards* ✓ *Facilitate teacher test development, implementation, scoring and reporting* *Interpret ESEA:* ✓ *Define, develop, and disseminate information about highly qualified staff* ✓ *Define, develop, and disseminate information about high quality professional learning* *Inservice:* ✓ *Provide technical assistance on state standards* ✓ *Provide guidance and assist in the development of Michigan LearnPort.*	**B. Professional Learning** ✓ *Assure that proposed professional learning activities meet SBE approved quality professional learning standards and guidelines* ✓ *Provide training, dissemination, and use of the PD standards.* ✓ *Work to identify and provide appropriate professional learning through statewide networks* ✓ *Work to help coordinate and share information about statewide PD opportunities* ✓ *Provide technical assistance and monitoring of induction*	**B. Professional Learning** ✓ *Support LEAs to meet requirements in the following areas:* • *Highly Qualified Staff* • *New Teacher Induction/Mentoring* • *Teacher Development* • *School Improvement Framework* ✓ *Provide conference and meeting facilitation for in-service and professional learning* ✓ *Act as MDE/LEA Liaison* ✓ *Provide support in the following areas of Teaching for Learning:* • *Curriculum:* • *Support for the MI Curriculum Framework/ GLCE/EGLCE/HS Expectations/HS Graduation Requirements* • *Curriculum alignment* • *Communication of curriculum to all stakeholders* • *Instruction:* • *Instructional strategies* • *Research-based best practice*	

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*

	B. Professional Learning (cont'd)
	✓ *Encourage thorough evaluations of impact of state or federal-funded professional learning programs.*
	✓ *Partner with institutions of higher education*
	✓ *Encourage use of SBE induction standards*
	✓ *Provide state resources to support induction*
		B. Professional Learning (cont'd)	**B. Professional Learning (cont'd)**
			• *Assessment*
			  • *Assessment/Data Management Services*
			  • *MEAP/Michigan Merit Exam analysis /consultation*
			  • *Standardized testing*
			  • *Program evaluation; school improvement & accreditation*
			  • *Assistance in improving student achievement through data reporting and use*	

	C. Research and Development **1. Educational Best Practices** ✓ *Identify and disseminate best practices in all curricular areas and in multiple media* ✓ *Assist in program evaluation to help identify programs, services, practices that are effective and/or need to be changed*	**C. Research and Development** **1. Educational Best Practices** ✓ *Identify and disseminate research practices in professional learning* ✓ *Facilitate program evaluation to help identify programs, services, practices that are effective and/or need to be changed* ✓ *Assist in program evaluation to help identify programs, services, practices that are effective and/or need to be changed*	**C. Research and Development** **1. Educational Best Practices** ✓ *Identify and expand knowledge of educational best practices* ✓ *Investigate and pilot non-traditional forms of instruction and delivery of educational services* ✓ *Create access to a broader range of research-based practices* ✓ *Design models and assist in implementation of models for continuous improvement*	

AUTHORITY (federal/state)	MDE ROLE (Interpret, establish, regulate)	MDE / ISD ROLES (Collaborate, operationalize)	ISD ROLE (Deploy, support)	LEA/PSA ROLE (Implement)
See pages 1 and 2	**C. Research and Development (cont'd)**	**C. Research and Development (cont'd)**	**C. Research and Development (cont'd)** ✓ *Assist in program evaluation to help identify programs, services, practices that are effective and/or need to be changed*	
	2. Continuous Improvement ✓ Establish and regularly review School Improvement Framework	**2. Continuous Improvement** ✓ *Develop/revise the school improvement framework, including the performance indicators* ✓ *Review of research* ✓ *Identify Indicators of effective school improvement* ✓ *Develop structure that clearly outlines the strands, standards, benchmarks, criteria, and evaluation of effective school improvement* ✓ *Develop process by which schools can self-assess* ✓ *Recommend to SBE for policy decisions and use in state accountability system* ✓ *Assure quality data on staff assignments and school variables as collected by CEPI*	**2. Continuous Improvement** ✓ *Design models for educational planning, programming and decision-making and assist in implementation at the local districts* ✓ *Build awareness of opportunities that will support improvement efforts in the local districts*	

(To meet the specific needs of learners.)

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
Authority Level: Federal State Regulation: Individuals with Disabilities Education Act (IDEA) Revised School Code 380.1701 – 380.1766 Administrative Rules Special Education Programs and Services R 340.1701-340.1873 State Board of Education Policies *Include All Students in the Mi Educ Assessment System (adopted 10/01) *Goals to Support Revision in Early Childhood Educ (approved 12/97) *Goals to Support Revisions in Special Educ for Students Ages 22-26 (adopted 12/97) *Policies Regarding Transition & Adult Services in Special Educ (adopted 4/99) *Framework for the Implementation of Goals for Special Educ (approved 12/99)	**A. Special Education** **1. Student Services** ✓ *Operate Michigan Schools for the Deaf and Blind* ✓ *Monitor youth placed in child-caring institutions* ✓ *Monitor adjudicated youth services* ✓ *Monitor youth in Adult Prisons* ✓ *Monitor other placements per Individualized Education Plans (IEPs)* **2. Administration** ✓ *Administer programs and Services (Early On, Preschool, School-Age and Secondary Transition Services)* ✓ *Provide general Supervision, Monitoring, and Due Process* ✓ *Distribute, Audit and Report on state and federal funds* ✓ *Establish Data Collection and Reporting Guidelines* ✓ *Collect and report all required data to U.S. Department of Education*	**A. Special Education** **1. Student Services** ✓ *Monitor center-based programs* ✓ *Coordinate services delivered to students in child-caring institutions* ✓ *Coordinate services delivered by itinerant staff, or others, per the ISD plan* ✓ *Monitor community-based instruction to achieve IEP secondary transition goals and support successful post-secondary outcomes* **2. Administration** ✓ *Operationalize ISD Plan for delivery of programs and services* ✓ *Provide administrative oversight, monitoring, complaint investigation and reporting, provision of access to due process hearings* ✓ *Implement the Continuous Improvement and Monitoring System (CIMS) to impact improved outcomes for students* ✓ *Collaborate on applications, distribution, auditing and reporting of state and federal funds* ✓ *Collaborate in data collection and reporting per state and federal requirements*	**A. Special Education** **1. Student Services** ✓ *Provide center-based programs for low-incidence students* ✓ *Monitor higher incidence programs* ✓ *Coordinate services provided by itinerant staff to LEAs* ✓ *Contract for services with vendors* ✓ *Provide community-based instruction* ✓ *Provide transition services* ✓ *Provide homebound Services* ✓ *Provide diagnostic Services* ✓ *Provide wraparound Services* ✓ *Provide appropriate pupil transportation* **2. Administration** ✓ *Provide technical assistance to LEAs & PSAs* ✓ *Provide consultative services* ✓ *Supervise staff* ✓ *Coordinate parent and interagency groups* ✓ *Provide professional learning to improve instruction for students with disabilities* ✓ *Provide support and oversight to LEAs for CIMS and Improvement planning and implementation* ✓ *Provide oversight and verification of data collection and reporting.*	

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
Authority Level: Federal State Regulation: Carl D. Perkins Vocational and Technical Education Act (P.L. 105-332) State School Aid Act 388.1661a Administrative Rules NA State Board of Education Policies	**2. Administration (cont'd)** ✓ *Provide public reporting of ISD and LEA performance as required under the IDEA Provide Personnel Development, Technical Assistance and Training* ✓ *Support Advisory Committees and provide guidelines for Parent Involvement* **B. Career Technical Education* [currently housed in DLEG]**	**2. Administration (cont'd)** ✓ *Provide professional learning for continuous improvement in student achievement Provide technical assistance and training for continuous improvement in delivery of compliant and effective student programs and services* ✓ *Provide support for parent involvement in IEPs and other activities* ✓ *Implement the Continuous Improvement and Monitoring System (CIMS) to impact improved outcomes for students* **B. Career Technical Education (CTE)** ✓ *Provide leadership to successfully integrate CTE into high school graduation requirements*	**2. Administration (cont'd)** ✓ *Assist in the interpretation and implementation of federal and state rules and regulations* ✓ *Assist LEAs in the implementation of the Continuous Improvement and Monitoring System (CIMS) to impact improved outcomes for students* **B. Career Technical Education (CTE)** ✓ *Provide Career Technical Education Center classes* ✓ *Provide student and staff internships* ✓ *Provide apprenticeship programs* ✓ *Support and/or delivery of local school-based CTE classes* ✓ *Provide career information and training for students* ✓ *Specific design training for an existing workforce* ✓ *Integrate CTE initiatives with HS Graduation Requirements*	

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
Authority Level Regulation: Revised School Code 380.1169 380.1177 380.1178 380.1179 380.1502 380.1504 380.1506 380.1507 380.1507a State School Aid Act 380.1631a 380.1657 380.1767 Administrative Rules NA State Board of Education Policies	**C. Tech Prep (11-14)*** **D. K- 12 Career Prep*** ✓ *Provide support, guidance for Michigan Curriculum Framework* ✓ *Development of gateway concepts integrating careers and GLCE* ✓ *Infuse science and math with technology* **E. Talent Development** ✓ *Support with funding of Gifted and Talented personnel* ✓ *Technical Assistance with programs* ✓ *Support for dual enrollment* ✓ *Collaborate with DLEG for standards for preparing CTE teachers* ✓ *Certification and authorization of CTE staff* **F. Comprehensive Health and Physical Education** ✓ *Develop and disseminate the comprehensive school health curriculum* ✓ *Train school health coordinators* ✓ *Provide technical assistance* ✓ *Collect and report school health data*	**C. Tech Prep (11-14)** **D. K- 12 Career Prep** **E. Talent Development** ✓ *Operationalize talent development programs* **F. Comprehensive Health and Physical Education** ✓ *Coordinated School Health Coordinators' Association* ✓ *Provide statewide leadership in the areas of health and physical education* ✓ *Collaborate with MDE to develop and disseminate surveys to measure effective instruction, quality leadership, and school climate*	**C. Tech Prep (11-14)** ✓ *Direct/Articulated Credit* **D. K- 12 Career Prep** ✓ *Career Awareness in the elementary/middle school* ✓ *EDP's: middle/high school* ✓ *Career Pathways: high school* ✓ *Promote entrepreneurial education* **E.Talent Development** ✓ *Coordinate student programs* ✓ *Coordinate student events* ✓ *Coordinate advanced programming* **F. Comprehensive Health and Physical Education** ✓ *Support (house) comprehensive School Health Coordinators' Network* ✓ *Implement state mandates for health education* ✓ *Provide professional learning for teachers and administrators*	

AUTHORITY (federal/state)	MDE ROLE (Interpret, establish, regulate)	MDE / ISD ROLES (Collaborate, operationalize)	ISD ROLE (Deploy, support)	LEA/PSA ROLE (Implement)
Authority Level: Federal State	**F. Comprehensive Health and Physical Education (cont'd)**	**F. Comprehensive Health and Physical Education (cont'd)**	**F. Comprehensive Health and Physical Education (cont'd)**	
Regulation: State School Aid Act 388.1699 Child care organizations, 1973 PA 116	✓ *Administer Teen Health Centers* ✓ *Provide guidelines for Immunizations and Medication Compliance* ✓ *Administer Michigan Model State Steering Committee*		✓ *Distribute comprehensive health and physical education curriculum materials* ✓ *Provide technical assistance to local school districts* ✓ *Lead, coordinate, support school safety initiatives.*	
Revised School Code 380.1285a(2) Administrative Rules Child Care Centers R400.5101-400.5940	✓ *Keeping Kids in School Initiative; Collaborate with MDE staff, SBE members and parent/student advocacy representatives on initiative to keep kids engaged in school*			
State Board of Education Policies *Promote Health & Prevent Disease & Pregnancy (adopted 9/03) *Offering Healthy Food & Beverages in Venues Outside of the Federally Regulated Child Nutrition Programs (adopted 12/03) *Quality Physical Education (adopted 9/03) *Comprehensive School Health Education (adopted 6/04)	✓ *High School Initiative: Collaborate with statewide partners to make recommendations for the Student Support and Interventions subcommittee* **G. Data-Driven Decision Making for Violence and Substance Abuse Prevention Programming** ✓ *Develop and implement student online survey to measure health behaviors, risk/protective factors, and risk behaviors* ✓ *Establish guidelines and monitor school safety plans*	**G. Data-Driven Decision Making for Violence and Substance Abuse Prevention Programming** ✓ *Collaborate with MDE to facilitate videoconferences, training sessions, and Administrative Data Review reports for local districts.*	**G. Data-Driven Decision Making for Violence and Substance Abuse Prevention Programming** *Provide or facilitate video conferences, training sessions and reports.*	

AUTHORITY (federal/state)	MDE ROLE (Interpret, establish, regulate)	MDE / ISD ROLES (Collaborate, operationalize)	ISD ROLE (Deploy, support)	LEA/PSA ROLE (Implement)
Authority Level: Federal State Regulation: State School Aid Act 388.1699 Child care organizations, 1973 PA 116 Revised School Code 380.1285a(2) Administrative Rules Child Care Centers R400.5101-400.5940 State Board of Education Policies *Promote Health & Prevent Disease & Pregnancy (adopted 9/03) *Offering Healthy Food & Beverages in Venues Outside of the Federally Regulated Child Nutrition Programs (adopted 12/03) *Quality Physical Education (adopted 9/03) *Comprehensive School Health Education (adopted 6/04)	**H. Math and Science Centers** ✓ *Establish the application and selection process* ✓ *Provide consultants as liaisons to the Math Science Network* **I. Extended Day Programs** ✓ *Notify ISD of exempted programs* ✓ *Provide exempt local programs with information about required standards.* ✓ *Publish model standards for before and after school programs.* ✓ *Licensing exemptions* **J. Alternative Education Programs** ✓ *Monitor certification requirements for compliance* ✓ *Provide oversight, grant funding, and technical assistance*	**H. Math and Science Centers** ✓ *Design and develop math/science centers based on needs of LEA and state and national standards* ✓ *Provide professional learning, technical assistance, and model instructional programs/practices to teachers within center's constituency* ✓ *Provide state-wide leadership in the area of math and science* ✓ *Provide input/expertise in decisions involving curricular benchmarking* **I. Extended Day Programs** ✓ *Collaborate on model policies, procedures for ISDs to follow* ✓ *Implement the vision* ✓ *Licensing exemptions* **J. Alternative Education Programs** ✓ *Facilitate the identification of best practice alternative education programs*	**H. Math and Science Centers** ✓ *Operate or collaborate with math and science centers* ✓ *Provide professional learning and technical assistance for LEAs* **I. Extended Day Programs** ✓ *Accept resolutions from local school boards regarding compliance with policies on before and after school programs.* ✓ *Licensing exemptions* **J. Alternative Education Programs** ✓ *Encourage implementation of best practice programs* ✓ *Provide and/or support alternative programs*	

(To ensure a Great Start for every child: safe, healthy and eager to succeed in school and in life.)

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
Authority Level: Federal State Regulation: IDEA, Part C Revised School Code State School Aid Act 388.1632j 388.1681 Administrative Rules Special Education Programs and Services R 340.1701 – 340.1873 State Board of Education Policies *Ensuring Early Childhood Literacy (adopted 9/02) *Goals to Support Revisions in Early Childhood Education: Early Intervention Services for Children from Birth through Age Two and Preschool Services for Children from Age Three through Five (approved 12/97)	**A. Parenting Education** ✓ *Administer Great Parents, Great Start grant programs* ✓ *Raise funds for, produce and distribute R.E.A.D.Y. Kits* **B. Infant, Toddler, and Preschool Assessment, Identification and Programming** ✓ *Administer Infant, Toddler, and Preschool Programs.* ✓ *Convene and participate on parent and Interagency advisory groups* ✓ *Administer Michigan School Readiness Program and support local district's pre-K activities and services* **C. Early Childhood Investment Corporation (ECIC)** ✓ *Serve on the ECIC Board*	**A. Parenting Education** ✓ *Administer Great Parents, Great Start grant* **B. Infant, Toddler, and Preschool Assessment, Identification and Programming** ✓ *Coordinate collaborate Early On* ✓ *Coordinate collaborate Child Find* ✓ *Coordinate collaborate Early Childhood Special Education* ✓ *Coordinate collaborate Parent and Interagency Advisory Groups* **C. Early Childhood Investment Corporation (ECIC)** ✓ *Participate in leadership of early childhood systems building efforts* ✓ *Develop standards and models for programs* ✓ *Administer programs in systems-building mode*	**A. Parenting Education** ✓ *Administer Great Parents, Great Start grants* ✓ *Distribute R.E.A.D.Y. Kits* ✓ *Provide and maintain statewide website of parenting and community resources* **B. Infant, Toddler, and Preschool Assessment, Identification and Programming** ✓ *Provide and support Early On, Child Find, Early Childhood Special Education* ✓ *Convene and participate in Parent and Interagency Advisory Groups* **C. Early Childhood Investment Corporation (ECIC)** ✓ *Provide leadership for early childhood systems* ✓ *Administer programs in systems-building mode* ✓ *Coordinate the collaboration of faith-based and community organizations, specifically, the Departments of Community Health and Human Services*	

AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
	D. School Preparation Services (Ready to Learn) ✓ *Support local district pre-K (Michigan School Readiness Program) activities and services, as well as tuition-based, Title I and other preschool programs.* ✓ *Participate in and convene state early childhood collaboratives and advisory committees.* ✓ *Professional learning and training.*	**D. School Preparation Services (Ready to Learn)** ✓ *Collaborate to support local district pre-K (Michigan School Readiness Program) activities and services, as well as tuition-based, Title I and other preschool programs.* ✓ *Provide examples of best practice for the convening of local early childhood collaboratives and advisory committees.* ✓ *Model and distribute best practices for professional learning and training.* ✓ *Interface with Head Start providers*	**D. School Preparation Services (Ready to Learn)** ✓ *Operate or support local district pre-K (Michigan School Readiness Program) activities and services, as well as tuition-based, Title I, Head Start, and other preschool programs.* ✓ *Participate in and convene Great Start collaboratives.* ✓ *Coordinate professional learning and training for service providers, parents, and community members* ✓ *Operate Head Start programs or collaborate with Head Start service providers*	

MDE & ISD/RESA Partnership: 4. Administrative Services (page 1 of 5)

(To provide administrative services that promote quality, efficiency and cost containment.)

AUTHORITY (federal/state)	MDE ROLE (Interpret, establish, regulate)	MDE / ISD ROLES (Collaborate, operationalize)	ISD ROLE (Deploy, support)	LEA/PSA ROLE (Implement)
Authority Level: State

Regulation: Revised School Code 380.622 380.1281

Revised School Code State School Aid Act 388.1618 388.1681

Uniform Budgeting and Accounting Act 141.421 – 141.440a

Administrative Rules Pupil Accounting R 340.1 – 340.17 Financial Accounting R 340.851 – 340.857

State Board of Education Policies *Elevating Educational Leadership (adopted 9/02) | **A. Pupil Accounting (audits, consultations on student attendance issues)**
✓ Develop and provide pupil accounting and auditing manuals
✓ Provide training in pupil accounting and auditing procedure.
✓ Provide interpretation of statutory references to pupil accounting.
✓ Coordinate the activities of the Pupil Accounting Advisory Committee
✓ Provide oversight of the quality of ISD pupil accounting audits

B. Business & Financial Services
✓ Review school district financial audits and corrective action plans
✓ Provide guidance on school district financial audit standards and requirements.
✓ Collect comprehensive financial data from local and intermediate school districts.
✓ Provide guidance and training on school district accounting and recordkeeping.
✓ Intervene with districts and ISDs that have incurred a deficit fund balance | **A. Pupil Accounting (audits, consultations on student attendance issues)**
✓ Provide consistent interpretation and implementation of pupil accounting and auditing rules and regulations

B. Business & Financial Services
✓ Collaborate in the communication of accounting and recordkeeping requirements
✓ Collaborate in providing assistance to districts with negative fund balances | **A. Pupil Accounting (audits, consultation on student attendance issues)**
✓ Provide assistance in the development and management of student databases
✓ Maintain and manage student databases

B. Business & Financial Services
✓ *Support payroll and related services*
✓ Support professional negotiations ~ data collection, analysis & dissemination
✓ Financial, accounting, investment, cash management and data processing services
✓ Provide financial consulting services to local districts with focus on avoiding potential or eliminating deficits.
✓ Coordinate cost containment initiatives (e.g., centralized purchasing, cooperative bids, benefit purchase, etc | |

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AUTHORITY *(federal/state)*	MDE ROLE *(Interpret, establish, regulate)*	MDE / ISD ROLES *(Collaborate, operationalize)*	ISD ROLE *(Deploy, support)*	LEA/PSA ROLE *(Implement)*
	B. Business & Financial Services (cont'd) ✓ *Calculate and distribute state school aid payments to local and intermediate school districts on a monthly basis.* ✓ *Calculate, approve, process, and distribute federal funds.* ✓ *Provide guidance, explanations, and training necessary for the districts and ISDs to supply information for the accurate calculation and payment of state school aid.* ✓ *Provide monthly detailed reports supporting the amounts of school aid provided to each district and ISD.* ✓ *Work with DMB regarding procurement efficiencies* **C. Transportation** ✓ *Develop and disseminate bus driver curriculum and* facilitate *training* ✓ *Coordinate Pupil Transportation Advisory Committee (PTAC)*	**B. Business & Financial Services (cont'd)** **C. Transportation** ✓ *Develop bus driver training curriculum* ✓ *Develop language for pupil transportation legislation*	**B. Business & Financial Services (cont'd)** ✓ *Facilitate the collection, management, and submission of data required for compliance* **C. Transportation** ✓ *Assist in bus routing, centralized purchasing, fleet operation, bus driver training* ✓ *Participate on and facilitate PTAC*	

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<u>Authority Level:</u> State <u>Regulation:</u> Revised School Code 380.1233 380.1236 380.1236a 380.1321 – 380.1333 380.1561 – 380.1599 Pupil Transportation Act, 1990 PA 187 Nonpublic School Act of 1921, PA 302 <u>Administrative Rules</u> Use of School Bus for Transportation of Senior Citizens – R 340.231 – 340.238 Fees for Transporting Pupils to or from Nonmandatory and Noncredit Events – R 340.241 – 340.243 Transportation of nonpublic school children – R 340.281 – 340.382 State Aid for Transportation of School children – R 388.371 – 388.389 Teacher Certification Code – R 390.1101 – 390.1216	**D. <u>Truancy</u>** ✓ *Provide information on home school families and nonpublic schools to ISDs and local districts* ✓ *Investigate truancy complaints, as appropriate* **E. <u>Staffing</u>** ✓ *Process & approve applications for permits* ✓ *Monitor that teacher staffing requirements are met* ✓ *Issue teaching certificates to qualified individuals* ✓ *Conduct the suspension/ revocation process for teachers with criminal convictions* **F. <u>Fund Procurement & Grant Development</u>** ✓ *Identify and apply for grants* ✓ *Provide notice of grant opportunities* ✓ *Provide technical assistance* ✓ *Establish criteria, review applications, and award grants*	**D. <u>Truancy</u>** ✓ *Collaborate to resolve truancy complaints.* **E. <u>Staffing</u>** ✓ *Assure that all state and federal ESEA requirements are met.* ✓ *Reduce the number of full year and emergency permits* ✓ *Assist with recruitment, employment and placement of highly qualified teachers* **F. <u>Fund Procurement & Grant Development</u>** ✓ *Collaborate to locate new grant procurement opportunities*	**D. <u>Truancy</u>** ✓ *Coordinate the monitoring and supervision of student attendance* ✓ *Liaison with court system* ✓ *Visit families* ✓ *Refer to alternative programs* **E. <u>Staffing</u>** ✓ *Assist in the orientation of staff* ✓ *Sponsor and support teacher and substitute teacher recruitment initiatives* ✓ *Provide processing and placement support* ✓ *Facilitate criminal background checks* **F. <u>Fund Procurement & Grant Development</u>** ✓ *Identify consortia for grant applications* ✓ *Provide fiscal agent responsibilities*	

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Revised School Code 380.501 – 380.529 380.851 – 380.871 380.901 – 380.922 380.931 – 380.932 380.941 – 380.949 380.951 – 380.976	**G. State Board CEU Coordination** ✓ Compliance monitoring ✓ Program coordination ✓ Administer the SB-CEU registration and sponsor process. **H. Government Relations** ✓ Review & analyze bills and policies that affect education ✓ Participate in budget process ✓ Represent MDE's position to Congress and the Legislature	**G. State Board CEU Coordination** ✓ Facilitate the SB-CEU registration and sponsor process. **H. Government Relations** ✓ Connect State Board policies with state and federal legislations by seeking amendments or interpretations to make them compatible. ✓ Distribute information on federal legislation, regulations, policies, and guidelines with potential effect on Michigan. ✓ Mobilize various education sectors to coalitions when federal legislation and/or policies are open for adjustment to better mesh with Michigan policy and practice. ✓ Give Michigan presence in Congress and with federal agencies and national organizations.	**G. State Board CEU Coordination** ✓ Develop, coordinate and maintain CEU database **H. Government Relations** ✓ Coordinate and disseminate legislative information ✓ Facilitate opportunities to improve governmental relations ✓ Assist policy makers in the development and implementation of educational policy	

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	I. Consolidations, Annexations, and Property Transfers (district boundaries) ✓ *Provide administrative hearings and prepare decisions in property transfer appeals.* ✓ *Process requests to the State Superintendent for districts to hold elections concerning consolidation and annexation.* **J. Public School Academies** ✓ *Provide administration and oversight for authorizing agents.*	**I. Consolidations, Annexations, and Property Transfers (district boundaries)** ✓ *Maintain communications between the state and the ISD concerning potential district boundary changes.* **J. Public School Academies** ✓ *Collaborate on providing the proper oversight of authorizers* ✓ *Schedule Assurances and Verifications visits for ISDs that have authorized PSAs to document critical oversight systems*	**I. Consolidations, Annexations, and Property Transfers (district boundaries)** ✓ *Respond to requests for property transfer pursuant to School Code sections 951-976.* **J. Public School Academies** ✓ *Authorize PSAs and/or assume the role of charter administrator pursuant to Sections 380.501 – 380.529 of the School Code.* ✓ *Develop and deliver services to PSAs that respond to their unique needs.* ✓ *Ensure that PSAs receive information about and have access to all services available to LEAs* ✓ *Provide tech support for special education and accounting*	

(To build strong and supportive community partnerships around our schools and students.)

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Authority Level: Regulation: Revised School Code 380.1525 Administrative Rules NA State Board of Education Policies *Integrating Communities & Schools (adopted 8/02) *Affirming School Learning (adopted 5/02) *Family Involvement Policy (adopted 5/97)	**A. Interagency Collaboration** ✓ *Collaborate on and build interagency partnerships related to children and families, communities, and leadership initiatives* ✓ *Collaborate with the state Medicaid agency to support school-based services* ✓ *Participate on the Children's Cabinet and Human Services Directors' Interagency Council* ✓ *Participate in development and implementation of homeland security efforts* ✓ *Partner with higher education institutions* ✓ *Partner with educational organizations and associations* ✓ *Develop unique delivery mechanisms such as Principals' Academy, Coaches' Institute, and the <u>Leading Change</u> publication* ✓ *Establish SBE/MDE/MAISA Partnership Committee* **B. Community Development** ✓ *Work with Department of Labor & Economic Growth, particularly Career & Technical Education* ✓ *Participate on the Michigan Business Leaders for Educational Excellence group*	**A. Interagency Collaboration** ✓ *Coordinate Medicaid reimbursement for school-based services* ✓ *Provide cash-match agreements with Michigan Rehabilitation Services* ✓ *Facilitate local participation on community collaborative groups* ✓ *Facilitate collaborative meetings, workshops, and conferences* ✓ *Collaborate on homeland security policies and procedures* ✓ *Collaborate to identify and implement partnership activities* **B. Community Development** ✓ *Facilitate joint efforts regarding sustainable community initiatives*	**A. Interagency Collaboration** ✓ *Participate in the local community collaboratives* ✓ *Cooperate with and support Office of Emergency Management initiatives* ✓ *Partner with higher education institutions* ✓ *Coordinate services for homeless youth* ✓ *Act as fiscal and data collection agent for Medicaid school-based services reimbursement* ✓ *Support and encourage local collaborative efforts* **B. Community Development** ✓ *To participate in local and regional economic community partnership activities* ✓ *Economic and Community Development* ✓ *Partnership Development* ✓ *Outreach*	

(To ensure all students and staff have access to technology as a learning, management and communication tool.)

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Authority Level: State Regulation: Revised School Code 380.627 380.1277 380.1291[1] 380.1481 380.1531b State School Aid Act 388.1698 388.1698b Administrative Rules NA State Board of Education Policies *Framework & Standards for Virtual School Districts (adopted 3/02) *Commercial Advertising in Instructional Programming (adopted 9/90)	**A. Technology** ✓ *Develop and implement State Technology Plan* ✓ *Monitor local district technology plans* ✓ *Administer Technology Education Grant programs* ✓ *Assist in the development of distance learning infrastructure and programming* ✓ *Provide leadership for the collaborative development of web-based instructional resources*	**A. Technology** ✓ *Collaborate in the development of the State Technology Plan* ✓ *Assist with modeling ways to integrate technology in all curricular areas* ✓ *Provide leadership for required professional learning.* ✓ *Develop and pilot innovative strategies* ✓ *Provide leadership for required professional development.*	**A. Technology** ✓ *Provide direct assistance and consulting services to districts in online resource and technology plan development* ✓ *Provide technical assistance, including on-site, remote and consulting services, network engineering and consultation, standards development for hardware and software, direct programming* ✓ *Facilitate group hardware and software purchases, use of Internet bandwidth, connectivity networks, telephone services* ✓ *Assist school districts in using data to inform the school improvement planning process* ✓ *Collaborate in the reporting of required data submissions to CEPI (SRSD)* ✓ *Act as service provider for a broad array of administrative applications.*	

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	B. Regional Educational Media Center (REMC) ✓ *Participate in the REMC directors' group* ✓ *Work with DIT and REMC to identify what, if any, role the state has regarding video streaming* ✓ *Collaborate and partner with statewide agencies on initiatives that enhance quality Teaching for Learning (e.g., DIT, REMC, State Library, MiDEAL, etc.)* **C. Distance Learning** ✓ *Oversee development of on-line professional learning courses (i.e., LearnPort) in partnership with MVU* ✓ *Provide teleconferences for the purpose of information and professional learning* ✓ *Assist in development of Microsoft Partners in Learning Grant online career course* ✓ *MVU Role…..* ✓ *Develop on-line course for new high school graduation requirement*	**B. Regional Educational Media Center (REMC)** ✓ *Collaborate to establish video streaming opportunities* ✓ *Collaborate to connect district needs to state resources* ✓ *Provide collaboration, leadership and service in the areas of media and instructional technology* ✓ *Facilitate cooperative statewide bidding of supplies, equipment, and software* **C. Distance Learning** ✓ *Plan and host teleconferences* ✓ *Encourage districts to use on-line course as developed and provide appropriate training*	**B. Regional Educational Media Center (REMC)** ✓ *Coordinate media/library resources for LEA use (thousands of video selections, graphics, and printing services, teacher work centers, and other assistance)* ✓ *Provide leadership for statewide online video resources aligned to curriculum standards* ✓ *Provide leadership to develop video streaming opportunities* ✓ *Provide WAN/LAN connectivity and Internet access* **C. Distance Learning** ✓ *Provide virtual programming ~ virtual field trips, high school and university classes and enhanced learning experiences in content areas such as the arts and sciences* ✓ *Provide on-line experiences for professional and student learning.*	

MDE & ISD/RESA Partnership: 6. Technology Services (page 3 of 3)

(To meet the specific and unique needs as requested by the communities served.)

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	D. Technology Literacy ✓ Oversee higher education to assure that new teachers can use technology *to enhance instruction* ✓ *Monitor ESEA required 8th Grade Technology Assessment*	**D. Technology Literacy** ✓ Assist with the implementation of grant projects ✓ Collaborate in the development of 8th grade technology assessment models ✓ Collaborate in the development of technology GLCE ✓ *Collaborate in the development of the METS-T and METS-A*	**D. Technology Literacy** ✓ Provide informational and instructional technology training ✓ Maximize the effective use of technological advances for instruction and administration ✓ Assist with the implementation of the 8th Grade Technology Assessment (ESEA) ✓ *Collaborate in the development of online courses and learning experience opportunities*	

(To meet the specific and unique needs as requested by the communities served.)

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	Respond as appropriate in all categories	Collaborate as appropriate	**Examples:** ✓ *ACT Test Center (some are considering doing this for the MME)* ✓ *Building Strong Youth* ✓ *Calendar Committee* ✓ *Counselors' Academy* ✓ *County Curriculum Committee* ✓ *County/Area School Board Association (CASBA)* ✓ *Curriculum Development Data Warehouse* ✓ *Leadership Development Programming* ✓ *New Teachers' Academy* ✓ *Principals' Academy* ✓ *Paraprofessional Test Center* ✓ *Superintendents' Academy* ✓ *Youth Leadership Council* ✓ *Public Notices* ✓ *Brochure & newsletter development* ✓ *Customer service training* ✓ *Communications* ✓ *Public relations, media relations, and publications* ✓ *Schools of Choice Program* ✓ *Special Olympics* ✓ *Paraprofessional Training and Testing* ✓ *Partnership in review of MTTC and higher ed standards* ✓ *Research and Development* ✓ *Satellite sites for higher education* ✓ *Support for aspiring administrators* ✓ *Shared offerings with universities* ✓ *Staff training partnerships*	